

COUNCIL ON HOUSING
Public Session
Buena Vista Conference Center
New Castle, Delaware
August 8, 2012

Motions

- Approval of June 13, 2012 Minutes.
- Approval of Homeless Planning Council, Resolution No. 444.

September 12, 2012 Agenda Items

- Review of committee chairs and members.

Important Dates

- September 12, 2012 – next Council meeting.
- October 11, 2012 – Governor’s Conference on Housing.

Norma Zumsteg, Chair, called to order the public session of the Council on Housing at 2:00 p.m. on August 8, 2012. In addition to Ms. Zumsteg, the following Council members were present:

Pat Batchelor	Corrine Massey
Russ Huxtable	Ralph Peters
Francis Julian	Ruth Sokolowski
Hugh Leahy	Vincent White
Connie Louder	

The following Council member was absent and excused from the meeting:

Donna Mitchell

Also attending:

Anas Ben Addi, Director, Delaware State Housing Authority (DSHA)
Lynda Blythe, Administrative Specialist III, DSHA
Matthew Heckles, Legislative and Policy Advisor, DSHA

Guest present:

George Danneman, The Danneman Firm

APPROVAL OF MINUTES

Mr. White moved that the Minutes of June 13, 2012 be approved as written. Ms. Batchelor seconded the motion and the Minutes were unanimously approved.

DSHA REPORT

Mr. Ben Addi stated:

State Budget FY13

- DSHA received what was requested from the General Fund
 - \$4,070,000 to HDF
 - \$4,000,000 to Bond Bill
 - \$3,000,000 to SRAP (State Rental Assistance Program)
 - Double the amount in 2012
 - Now a line item separate from Bond Bill
 - Almost 300 applications processed and housed
 - Recap presentation will be given at a future meeting by Mr. Heckles or Chris Whaley, DSHA Housing Management Program Administrator

Attorney General Mortgage Settlements

- Delaware received \$11.6 million, most of which will be administered by DSHA over three years for:
 - \$2.75M to Attorney General
 - for fraud investigation and consumer protection
 - \$500,000 to be managed by DSHA for foreclosure mediation
 - \$4M for DEMAP (Delaware Emergency Mortgage Assistance Program)
 - \$3.5M for foreclosure housing counseling, education, and outreach
 - \$800,000 to Department of Justice for legal aid services

Section 811 Application

- DSHA submitted application to HUD for \$5 million per year
- Subsidization for 150 units currently nonsubsidized
- Contract to be awarded Award to be given in October

Governor's Conference on Housing – October 11, 2012

- Individual complimentary registrations will be sent via letter to all Council members.

COMMITTEE REPORTS

LOAN REVIEW – Mr. Leahy

The committee met July 30th and reviewed the grant request for the Homeless Planning Council (HPC). This grant is given to DSHA and requires Council approval.

- Homeless Planning Council – upon motion by Mr. Peters, seconded by Ms. Batchelor, the request was unanimously approved.
 - Council asked that future requests include more detail of the use of funds.
 - Mr. Leahy will provide a mid-year report of the grant's administration.
 - A representative from HPC will be invited to present an overview of their work at a future meeting.
- Two Low Income Housing Tax Credit applications will be presented, possibly in November.
- Ten HDF applications were received July 31, 2012.
- Mr. Leahy requested comments on the draft of the Committee's Charter language (copy attached).
- The committee will continue working on their segment of Strategic Planning.

OPERATIONS – Ms. Louder

The committee met August 8th and worked on their portion of Strategic Planning. Written comments will be provided soon to all members. Also, signed Conflict of Interest forms are now due.

Ms. Sokolowski stated the committee also worked on Priorities 4 and 5 and discussion ensued regarding the following possibilities:

4. Develop optimum mix and balance of expertise among Council on Housing members and committees that will be congruent with the Council's mission and vision.
 - A change in by-laws to be made to permit non-Council members as part of committees:
 - Names of possible candidates may be submitted to DSHA or the Committee Chair.
 - All potential candidates will be discussed with DSHA.
 - Non-Council members will be approved by Council.
 - There will be a maximum of two non-Council members per committee.
 - The Chair of the committee must be a Council member.
5. Prioritize and streamline internal processes to make better use of our time at Council meetings (time management).
 - A series of overview presentations of the various DSHA internal operations will be developed.
 - Presentations will be given within the coming year and recorded for future viewing on a remote basis, possibly the website, rather than being presented at Council meetings.

- Other companies, including stakeholders, may be invited to give educational presentations to the Council.

HOUSING POLICY – Ms. Sokolowski

The committee met and worked on their portion of Strategic Planning, numbers 2 and 7, and submitted a draft report to Council for feedback to be sent to Ms. Sokolowski.

2. Clarify process for determining our policy positions and advocating for change.
7. Promote establishment of coordinated statewide housing plan and delivery system.
 - o The committee recommended eliminating this priority by including its idea with the results of number 2.

COMMUNICATIONS – Mr. Peters

Council was given a draft of the committee’s Council Mission and Vision statements (copy attached) for review and consideration of voting on at a future meeting.

The Communications Chair, Mr. Peters, recommended that the verbiage in the Vision statement: “All people in Delaware will have access to affordable and appropriate housing” be changed to “All people in Delaware will achieve affordable and appropriate housing.” A discussion of alternate wording ensued.

Mr. Ben Addi stated that Mr. Heckles will see that the Mission and Vision statements are reviewed by the Governor’s office as well as by legal counsel who will make sure they do not contradict Delaware Code. Council may, however, use them as guidelines for detailing the Strategic Planning Priorities.

The addition of non-Council members to Council on Housing committees would require a change in the By Laws and Legislative approval per Mr. Ben Addi and Mr. Heckles. Therefore, neither legal counsel nor the Governor’s office will be contacted about this change until the final verbiage has been approved by Council.

OLD/NEW BUSINESS - none.

ADMINISTRATIVE MATTERS

The slate of officers was again presented by Ms. Louder and motion was made by Ms. Batchelor and seconded by Mr. Leahy that the nominations be closed. Upon unanimous agreement, the annual election of officers was held wherein Ms. Sokolowski was elected Chair and Mr. Peters Vice Chair.

SCHEDULING OF NEXT MEETING

The next meeting will be held on September 12, 2012, at the Redden Forest Lodge in Georgetown, DE, at 2:00 p.m. Committee chairs and members will be reviewed at that time.

ADJOURNMENT

Upon motion made by Mr. Peters the meeting was adjourned at 3:05 p.m.

Respectfully submitted,

Lynda T. Blythe

Note: Copies of materials referenced as “attached” in these Minutes are available upon request.